

**RESERVE DEPUTY SHERIFF**

**NATURE OF WORK**

This is an unpaid training assignment for the purpose of attending the Arizona Police Officer Standards Training (POST) Certification. Upon completion of POST and for the purpose of further training, may be voluntarily assigned to accomplish selected shifts, under direct supervision, to enforce laws and maintain order while protecting life and property.

**TYPICAL DUTIES**

Patrols county areas, under the direct supervision of a full time paid Deputy Sheriff, in a radio equipped cruiser car to prevent and discover the commission of crime; answers a wide variety of felony and misdemeanor complaints including robberies, domestic disturbances, automobile accidents, medical emergencies, animal control, area searches, and other incidents; arrests violators; interviews and interrogates witnesses; prepares reports; maintains chain of evidence pertinent to investigations; assists in surveillance work; appears in court and/or hearings as a witness; assists with crowd control; administers first aid; may be assigned to execute civil processes and court orders, i.e., summons, subpoenas, citations, civil arrest warrants, court orders affecting income and property, restitution, evictions, writs, tax levies, notices, etc.; participates in storm warning network; takes part in emergency disaster plan implementation; escorts prisoners to and from court, jail, and other jurisdictions; performs other duties as assigned.

**REQUIRED KNOWLEDGE AND SKILLS**

Knowledge of the laws, ordinances, rules, and regulations effective in Graham County; knowledge of the street, highway system, and geography of Graham County; knowledge of first aid techniques; knowledge of the principles, practices, methods, and techniques used in law enforcement; ability to operate equipment used in law enforcement, including computer equipment and related software; ability to keep records, prepare reports and follow specific instructions; ability to speak clearly in a modulated voice; ability to think clearly and act quickly in emergency situations; ability to deal with the public both in person and over the telephone under normal or emergency situations.

**MINIMUM QUALIFICATIONS**

High School diploma or G.E.D. and possession of a valid Arizona driver's license, with a history of safe driving and the ability to maintain a safe driving record; The ideal candidate will have prior related experience or will have completed EMT and/or First Aid/CPR Training. Preference will also be given to applicants who are bilingual in English and Spanish, however any combination of education and training may be accepted which demonstrates the ability to accomplish the duties of the position. Since this is an unpaid position, the candidate must be able to financially support him/herself while attending the POST Academy which is a four month assignment conducted in either Phoenix or Tucson.

**REVISED 01/12**